

**NOTICE OF PUBLIC MEETING
CARSON CITY HISTORIC RESOURCES COMMISSION**

**THURSDAY, JANUARY 12, 2017, 5:30 P.M.
COMMUNITY CENTER - SIERRA ROOM
851 EAST WILLIAM STREET, CARSON CITY, NEVADA**

Please note: Any person who wishes to have their complete testimony included in the permanent record of this meeting should provide a written or electronic copy to the secretary in addition to any other written material. Minutes of the meeting are produced in a summary format and are not verbatim.

AGENDA

A. Call to Order and Determination of Quorum

B. Public Comments **

Members of the public who wish to address the Commission may approach the podium at this time to speak on matters relevant to or within the authority of the Historic Resources Commission, including any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this public comment portion of the agenda.

C. For Possible Action: Approval of the Minutes from the November 10, 2016 meeting.

D. Modification of Agenda: Agenda Management Notice – Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

E. Disclosures: Any member of the Commission may explain any contact with the public regarding an item on the agenda or business of the Commission.

F. Public Hearing Matters

F-1 HRC-16-202 For Possible Action: To approve the Historic Resources Commission Annual Report for 2016 to be presented to the Board of Supervisors. (Hope Sullivan)

Staff Summary: The Historic Resources Commission Policy and Procedures Manual requires the Historic Resources Commission to review a Historic Resources Commission Annual Report prepared by the Planning Division each year. This report will be forwarded to the Board of Supervisors in February 2017.

F-2 HRC-16-203 For Possible Action: To discuss and potentially make nominations for the 2017 Carson City Historic Preservation Awards for outstanding achievements in historic preservation. (Hope Sullivan)

Staff Summary: The purpose of this item is to allow the Historic Resources Commission a forum to discuss, select and recognize significant preservation efforts in Carson City in celebration of Historic Preservation Month of May. For a nomination to be considered the completed forms must be postmarked by March 1, 2017. The HRC will select award winners in March.

F-3 HRC-16-204 For Possible Action: To discuss the Historic Resources Annual Scavenger Hunt and accept volunteer Commission members to coordinate the Scavenger Hunt with Planning staff. (Hope Sullivan)

Staff Summary: 2017 will mark the eighth year of the Historic Resources Annual Scavenger Hunt. The purpose of this item is to solicit Commission member volunteers to work on the Scavenger Hunt and discuss the future of the Scavenger Hunt itself.

F-4 HRC-16-205 For Possible Action: To elect a Historic Resources Commission Chairman and Vice Chairman for the period February 2017 to January 2018. (Hope Sullivan)

Staff Summary: The Historic Resource Commission bylaws require the Commission to elect a chairman and vice-chairman each January.

F-5 For Possible Action: HRC-16-193 - To consider a request from Jeffery Pace (owner: Pruett Family Trust 6/10/04, c/o Marilyn Harper) to install signage on property zoned Residential Office (RO) and Downtown Mixed Use (DT-MU), located at 405 North Nevada Street, APN 003-225-06. (Hope Sullivan)

Staff Summary: The applicant is seeking to place three signs on the building to advertise his business. The signs are proposed to be 7.67 square feet, 6 square feet, and 19.83 square feet. Each sign will be black and white, and made of a 3MM Aluminum Composite Material.

F-6 For Possible Action: HRC-16-198 - To consider a request from Casey Otto to install two electric vehicle chargers on the south side of the building on property zoned Residential Office (RO), located at 406 West William Street, APN 001-175-03. (Hope Sullivan)

Staff Summary: The applicant recently completed the renovation of the historic building on the subject property. The electric vehicle charging stations were not included on the building plans, or on the plans reviewed by the HRC when considering the renovation. As the chargers have been attached to the historic structure, review by the HRC is required.

F-7 For Possible Action: HRC-16-201 – To consider a request from Robert M. Darney (owners: Palle and Tatiana Jensen) for exterior modifications related to converting a structure from a business office back to a single family residence on property zoned Residential Office (RO), located at 311 West Third Street, APN 003-124-01. (Hope Sullivan)

Staff Summary: The applicant is proposing to replace several windows, and to relocate windows along the south wall. The applicant is also proposing to add a dormer window, and an exterior second story deck.

Appeal of a Commission item: An appeal must be submitted to the Planning Division within 10 days of the Commission's action. In order to be part of the administrative record regarding an appeal of an item on the agenda, you must present your comments at the podium or have previously sent correspondence to the Planning Division or have spoken to staff regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact the Community Development Director at 775-887-2180, via e-mail at lplemel@carson.org, or via fax at 775-887-2278.

G. Staff Reports

G-1 Discussion Only:

- Planning Division staff report to the Historic Resources Commission. (Hope Sullivan)
- Commissioner reports/comments.
- Future agenda items.

H. Public Comments**

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I. For Possible Action: Adjournment

*** PUBLIC COMMENT: The Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. Comments may be limited to **three minutes** per person or topic at the discretion of the Chair in order to facilitate the meeting.*

ADDITIONAL INFORMATION

If you would like more information about an agenda item listed above, please contact the staff member listed at the end of the particular item in which you are interested at 775-887-2180. Contact Rea Thompson at 775-887-2180 or planning@carson.org if you would like copies of supporting materials for an agenda item. Supporting materials for the meeting are available in the Planning Division office located at 108 E. Proctor Street, Carson City or at www.carson.org/agendas. All written comments to the Historic Resources Commission regarding an item must be submitted to the Planning Division by 4:00 p.m. on the day prior to the Commission's meeting to ensure delivery to the Commission before the meeting.

The Historic Resources Commission is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If special arrangements for the meeting are necessary, please notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, as soon as possible.

The next meeting is tentatively scheduled for 5:30 p.m., Thursday, March 9, 2017, at the Carson City Community Center, Sierra Room, 851 East William Street, Carson City, Nevada 89701.

THIS AGENDA HAS BEEN POSTED AT THE FOLLOWING LOCATIONS
BEFORE 5:00 P.M. ON JANUARY 5, 2017

Carson City Library - 900 N. Roop Street
Community Center, Sierra Room - 851 E. William Street
Community Development Department, 108 E. Proctor Street
Carson City Hall - 201 N. Carson Street

THIS AGENDA HAS ALSO BEEN POSTED ON THE FOLLOWING WEBSITES:

City Website at: www.carson.org/agendas
State of Nevada website at: <https://notice.nv.gov/>